

Village of Cambridge

Board of Trustees

Monthly Meeting

Wednesday May 2, 2012

AGENDA

I. Call to Order & Pledge to the Flag

II. Announcements / What's Happening in Cambridge

III. "Good-of-the-Village"

- a. Band Abyss 42 Durrin Park Use
- b. Saratoga Hospital Building Use Request
- c. Memorial Day Parade Permit

IV. Special Hearing- 7:15 PM Budget Approval

V. Special Hearing- 7:30 PM Main St. Pedestrian Improvements BAN

VI. Public Comments

- i. Cambridge Central School Budget Presentation

VII. Approving of Minutes

- | | |
|------------------------------------|--------|
| a. April 4, 2012 – Regular Meeting | ACTION |
| b. April 11, 2012- Special Meeting | ACTION |
| c. April 17, 2012- Special Meeting | ACTION |
| d. April 24, 2012- Special Meeting | ACTION |

VIII. Department Reports / Requests

- | | |
|------------------------------------|--------|
| a. Police (G. Bell) | |
| i. Report | REPORT |
| ii. Resignation of Assistant Chief | ACTION |
| b. DPW (M. Telford) | |
| i. Report | |
| c. Fire (H. Spiezio) | |
| i. Report | REPORT |
| ii. State Forestry Grant for Hose | ACTION |
| d. Attorney (T. Jordan) | REPORT |
| e. Clerk (B. Witham) | |
| i. Monthly Report | REPORT |
| ii. Financial Report | REPORT |

iii. Advanced Class	ACTION
f. Registrar Report	REPORT
g. Youth (M. Wilkins)	REPORT
h. Assessor	REPORT
i. Historian	REPORT
j. Zoning Enforcement	REPORT
k. Library	REPORT
l. Zoning	REPORT
i. Zoning Law Updates	
ii. Resignation of member- C. Ludwig	
iii. Accept New Member to Zoning Board- J. Griffith	
m. Property Complaints	
i. Ackley Building	REPORT
IX. Projects	
a. Fire House	REPORT
b. Economic Development	REPORT
i. Visitors Survey	
c. Community Partnership	REPORT
d. Main Street Pedestrian Improvements	REPORT
e. Landfill	REPORT
f. Personnel Manual	REPORT
g. SkatePark/Tot Lot-	REPORT
h. Gazebo Location	REPORT
X. Correspondence	
a. As in packet	
XI. Old Business	
a. Generator Proposal	REPORT
b. Myrtle Avenue Easement	REPORT
XII. New Business	
XIII. Other Business before the Board	
XIV. Audit of Bills	
XV. Executive Session	

As always, the Board packet is available for review in the Village Clerks Office

The Village Board held the Regular Board meeting on Wednesday April 4, 2012 at the Municipal Building meeting room.

Mayor Stephen Robertson opened the meeting at 7:00 PM and led those present in the Pledge of Allegiance to the American Flag. Also in attendance were Trustee Alan Dupuis, Trustee Sara Kelly, Trustee Lederer-Barnes and Attorney J. Anthony Jordan.

Announcements:

Good of the Village:

The Chamber of Commerce will be purchasing Six resin Whiskey Barrels for placement on East Main street between the Two Top Shop and the Post Office. These will have flowers planted and out before Memorial Day.

Tour of the Battenkill: The Bike race will be in the Village from April 13-April 15th. Chief Bell reminded the board that Main Street will be closed except for through traffic. He asked that residents be patient with the officers while they are attempting to handle the large volume of traffic.

Public Comments:

Zoning Board Chairman Valerie Reagan tendered her resignation from the Zoning Board. Mrs. Reagan thanked the Boards for allowing her the privilege to serve for fifteen years.

Swearing in of Officials:

Mayor Robertson administered the Oath of Office to Trustees Dupuis and Reagan. Trustee Dupuis administered the Oath of Office to Mayor Robertson.

Approving of Minutes:

Motion made by Kelly, Second by Lederer-Barnes, RESOLVED: That the Board approve the minutes of the March 7, 2012 meeting.

Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, abstain. Carried: 4-0-1

Motion made by Kelly, Second by Lederer-Barnes, RESOLVED: That the Board approve the minutes of the March 22, 2012 special meeting.

Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, abstain. Carried: 4-0-1

Police Department Report:

A Report is in the Board Packet. Motion made by Kelly, Second by Dupuis, RESOLVED: That the Village Board accept the resignation of Part Time Police Officer Bradley Hamilton with regret.

Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 5-0

Motion made by Lederer-Barnes, Second by Kelly, RESOLVED: That the Clerk transfer \$500.00 from the Police Departments unanticipated Revenue to the Police Department .2 account to pay for the purchase of a new plate scanner.

Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried:5-0

DPW Report:

A report was in the Board Packet. A brief discussion regarding the leaf pick up. It was decided the clerk would put a reminder on the Spring Cleanup notice to remind residents not to put the leaves in the roadway.

Fire Department Report:

There was no Fire Department Report this month. The Clerk expressed the Fire Chiefs request to deny all bids from Auctions International and rebid for one month with a minimum bid of \$10,000.00.

Motion made by Dupuis, second by Kelly, RESOLVED; That the Village Deny all bids for the 1991 Fire Truck through Auction International and relist for one month with a minimum bid of \$10,000.00.

Robertson, Abstain; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried:4-0-1

Motion made by Lederer-Barnes, Second by Reagan, RESOLVED: The Board approve the membership of Dustin Laurie to the Cambridge Fire Department.

Robertson, Abstain; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried:4-0-1

Attorneys Report:

Ackley Building: Attorney Jordan advised the Mayor that he had paperwork for him to sign and then the suit would be filed with the Court.

Myrtle Avenue Easement- Attorney Jordan advised that this is established as a Village Street. The Village would have to deem as surplus and sell or abandon the property. The Village can negotiate with the landowner, but must be sure to get fair market value for the property. Fair market value would be determined by an appraiser. Mayor Robertson will talk to landowner to see if they want to acquire the piece of property. If they do, then they can hire an appraiser to determine the value.

Clerks Report:

Financial Report in packet. The Clerk had looked into obtaining a Debit card machine for the Village. The cost would be \$29.98 per month plus a minimal fee per use. The Board will discuss more in the budget meeting and determine at a later date.

Registrar Report In packet

Youth Report:

The Youth Director would like to attend a playground Inspector Training in May. The Board reviewed the paperwork but had questions about the training, the cost, and the utilization of this certification. The Clerk will ask the Director to attend the next meeting and will discuss more at that time.

Historian Report: Report in packet

Assessors Report:

The Final Roll has been filed with the Clerk's Office

Zoning Enforcement Report:

ZEO Dansin brought up the question of Vendor permits. There are a few people that have contacted her regarding this and the zoning law does not address this. The Village Attorney, the Zoning Liaison, and the Zoning Officer will look into setting up some guidelines and a permit for this.

Library Report:

Motion made by Kelly, Second by Reagan, RESOLVED: That the Clerk transfer the encumbered funds in the amount of \$1477.38 from the computer maintenance sub account to the Books and periodicals sub account.

Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 5-0

Zoning Report in packet

Planning Report in packet

Property Complaints- Discussed under Attorneys Report

Projects:

Fire House Committee- No meeting Scheduled Yet

Economic Development-

Trustee Kelly advised that the website being moved to a new Hosting company. Trustee Kelly will also be working on putting something together for the website about commercial properties for sale or lease in the Village. This will serve as an easy reference for potential business owners.

Community Partnership-

Mayor Robertson has spoken with Sara Ashton regarding the In Kind services for the Main Street pedestrian Improvements. She is willing to help prepare the documents for this as this grant is a 20% match grant.

Main Street Pedestrian Improvements-

Bid opening is Monday, April 9, 2012 @ 11:00 am. There will be a public hearing on Wednesday, April 11, 2012 at 6:30 pm to determine who to award the contract to.

Landfill Closure-

Mayor Robertson met with Supervisor Brown and with authorization of the other two Town Supervisors the Landfill testing will be done by Phoenix Environmental Labs.

Personnel Manual-

Mayor Robertson and Special Consultant Marsh have been working on this. A First draft should be ready by May.

Old Business:

Generator Proposal- Tabled until the May meeting

Myrtle Avenue Easement- Discussed in the Attorneys Report

SkatePark: Nothing new to report

New Business:

Department Head Appointments:

Motion made by Lederer-Barnes, Second by Dupuis, RESOLVED: That the Village Board accept the Board appointments as follows:

Deputy Mayor: Alan Dupuis II

Auditors: Sara Kelly and Valerie Reagan

Health Officer:

Police Committee: Stephen Robertson and Sara Kelly

Fire Liaison: Alan Dupuis II and Richard Lederer-Barnes

DPW Liaison: Stephen Robertson and Val Reagan

Utilities: Richard Lederer-Barnes and Val Reagan

~Cable TV

~ Celebrations

~ Lights

~ Trees

~ Landfill

~ Sewer

~Water

~Pollution

~Technology

Youth: Sara Kelly

Parks and Recreation: Sara Kelly and Valerie Reagan

~Skate Park

~Playground

~Avenue B Park

Development: Richard Lederer-Barnes and Sara Kelly

~Economic Development

~Tourism

~Comprehensive Plan

Planning and Zoning Board Liaison: Alan Dupuis II

Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 5-0

Motion made by Kelly, Second by Lederer-Barnes, RESOLVED: That the Village Board accept the Board appointments of the 2012-2013 Department Heads as follows:

Assessor: William R. McCarty

Clerk/Treasurer: Bethany L. Witham

Court Clerk: Lisa Austin-Cuddihy

Historian: Mary Anne McAvoy

Librarian: Judy B. Center

Librarian Assistant: Julie S. Wetherby, Gail M. Vogel, Cynthia J. Maguire

Safety Officer: George G. Bell, Jr. Chief of Police

Superintendent of Public Works: Michael J. Telford

Planning Board Chair: Richard M. Sweeney

Clerk to Planning and Zoning Boards: Danielle Robertson

Registrar of Vital Statistics: Tracy Schneider

Deputy Registrar: Bethany Witham

Youth Director: Meaghan J. Wilkins

Zoning Enforcement Officer: Theresa Dansin

Zoning Board Chair: Stephen Diebel

Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 5-0

Motion made by Dupuis, Second by Kelly, RESOLVED: That the Village Board accept the Board's Organizational appointments as follows:

Official Newspaper: The Eagle

Official Depository: Glens Falls National Bank

Mileage Rate: \$.55 per mile

Cambridge Volunteer Fire Department to be paid 18% of the 2012 Fire Contracts with the three towns.

Next Organizational Meeting will be April 3, 2013

Cambridge Band to be compensated \$500.00 to participate in the 2012 Memorial Day Parade

REGULAR meetings to be held on the first Wednesday of each month at 7:00 p.m. At the Municipal Center, 56 North Park Street, Cambridge.

SPECIAL meetings may be called by the Mayor or Deputy Mayor upon notice of the official newspaper and public postings.

Authorized signatures for all Village banking accounts that require one signature only, be either Clerk/Treasurer Bethany Witham or Mayor Stephen Robertson and Deputy Clerk Tracy Schneider. Authorized signatures for Community Development (HUD) checking account, two signatures requires- Clerk/Treasurer Bethany Witham, and/or Mayor Stephen Robertson, and/or Trustee Alan Dupuis.

Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 5-0

Motion made by Reagan, Second by Kelly, RESOLVED: That the Village Board accept the Board's Fire Police appointments as follows:

~Gerald Aiken

~Dan Baker

~Bruce Brundige

~Gary Danio

~Timothy Jansen

~Alvon Macauley

~William Allan Stearns

~David Webster

Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 5-0

Motion made by Kelly, Second by Lederer-Barnes, RESOLVED: That the Village Board approve Trustee Reagan attending the NYCOM conference at the Guideon Putnam Conference Center May 6-8, 2012.

Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, abstain. Carried: 4-0-1

2011-2012 Fee Schedule:

Motion by Lederer-Barnes, Second by Kelly, RESOLVED: That the Village maintains the Village Fee Schedule with the following additions:

Transfer Station Stickers- Face Value

PDD- \$250.00

Chicken Permit- \$25.00

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 5-0

At 9:08 PM, by motion of Lederer-Barnes, Second by Dupuis, that the Board adjourn into EXECUTIVE SESSION following a seven minute recess.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 5/0

At 9:28 PM, by motion of Kelly, Second by Reagan, the Board reconvened into REGULAR SESSION.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 5/0

Motion made by Dupuis, Second by Kelly, RESOLVED: That the Mayor signs a settlement agreement setting the taxes of the K. Ward Realty Office Building located on 6-8 West Main Street (ID # 255.20-5-21) to \$60,000.00 assessed value for the 2011-2014 tax years.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 5/0

Motion to Adjourn the Meeting at 9:34 pm by Motion of Reagan, Second by Kelly.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 5/0

The Board audited and approved Abstract # 11 for vouchers number 1-68 for a total of \$31,721.19

Bethany L. Witham, Clerk

The Village Board held a Special Board meeting on Wednesday April 11, 2012 at the Municipal Building meeting room.

Trustee Lederer-Barnes opened the meeting at 6:37 PM and led those present in the Pledge of Allegiance to the American Flag. Also in attendance were Trustee Sara Kelly, and Trustee Reagan. Mayor Robertson would be arriving shortly.

Public Comments:

Village Resident Gail Vogel expressed her concern that the Library staff receive raises this year. She also expressed concern that the budget amount for fuel and electric be re-evaluated and raised.

Special Hearing # 1:

Main Street Pedestrian Improvements- the Village received two bids on the Main Street Pedestrian Improvements project. Both Bids were reviewed and discussed with the Village Board, Dan Rourke from Barton and Longuidice, and the Public.

Motion made by Lederer-Barnes, Second by Kelly, RESOLVED: That the Village approve the Bid from DelSignore Blacktop Paving for the Main Street Pedestrian Improvements for the base bid amount of \$198,705.00.

Robertson, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, abstain. Carried: 3-0-1

Motion made by Kelly, Second by Reagan, RESOLVED: That a Public Hearing be scheduled to discuss a BAN for the Main Street Pedestrian Improvements on May 2, 2012 @ 7:30 pm.

Youth Department-

The Board reviewed a request from Youth Director Meaghan Wilkins to attend a playground inspector certification class in May. The class would be \$480.00 to attend. A Motion was made by Kelly, Second by Lederer-Barnes, RESOLVED: That the Board deny the Youth Directors request to attend the playground inspector certification class in May.

Vote: Robertson, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 4-0

Ackley Building

The Board addressed the resident concerns with the Barricade in front of the Ackley building. The Mayor requested that the Clerk send a letter to Mr. Schroder requesting he scale back the barricade.

At 7:40 pm the Board reviewed the Budget and started to prepare figured for the 2012-2013 Budget year.

Motion made by Lederer-Barnes, Second by Kelly, RESOLVED: That the Village schedule a Budget hearing on Tuesday, April 17, 2012 @ 7:00 pm.

Robertson, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 4-0

Motion to Adjourn to Executive Session by Lederer-Barnes, Second by Kelly at 10:10 pm.

Vote: Robertson, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 4/0

Motion to Return to Regular Session by Kelly, Second by Reagan at 10:22 pm.

Vote: Robertson, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 4/0

Motion to Adjourn by Reagan, Second by Lederer-Barnes

Vote: Robertson, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 4/0

Bethany L. Witham, Clerk

The Village Board held a Special Board meeting on Tuesday April 17, 2012 at the Municipal Building meeting room.

Trustee Dupuis opened the meeting at 7:07 PM and led those present in the Pledge of Allegiance to the American Flag. Also in attendance were Trustee Lederer-Barnes, Trustee Kelly, and Trustee Reagan. Mayor Robertson would be arriving shortly.

Good of the Village:

The Village hosted the Annual Tour of the Battenkill Bike Race.

Fire Department:

Motion Made by Lederer-Barnes, Second by Reagan, RESOLVED: That the Village of Cambridge accept the offer for the 1991 Ford F-350 from Harold Mattison Jr. in the amount of \$10,000.00.

Vote: Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 4-0

The Clerk will post the revised notice about Bears in the Village of Cambridge.

The Board reviewed the Budget and started to prepare figured for the 2012-2013 Budget year.

The Village Board discussed the Bike Race and the positive and negative feedback of the race. The Board determined at some point to invite Dieter Drake in to discuss the race and what we can do different for next year.

Motion to Schedule the next Budget Hearing for Tuesday, April 24, 2012 @ 7:00 pm by Kelly, Second by Lederer-Barnes.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 5/0

Motion to Adjourn by Dupuis, Second by Lederer-Barnes

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye; Reagan, aye. Carried: 5/0

Bethany L. Witham, Clerk

The Village Board held a Special Board meeting on Tuesday April 24, 2012 at the Municipal Building meeting room.

Mayor Robertson opened the meeting at 7:00 PM and led those present in the Pledge of Allegiance to the American Flag. Also in attendance were Trustee Dupuis, Trustee Lederer-Barnes, and Trustee Kelly.

Good of the Village:

Insurance Presentation:

The Mayor introduced Matt Schuette from Jaeger & Flynn Associates. Matt presented the same Insurance the Village currently has (CDPHP) as a HDHP instead of the current plan. He explained how this would be a cost savings to the Village and possibly to the employees.

ZBA:

Mayor Robertson indicated that James Griffith Jr may be interested in serving on the Zoning Board to fill the vacant spot. Trustee Dupuis will meet with him for an interview before the meeting on May 2, 2012.

Police Department:

Chief Bell indicated he had received a verbal resignation from Assistant Police Chief Harold Spiezio. Mayor Robertson will speak to the Assistant Chief. No action taken at this time as the Village has not received a written notification.

Motion made by Dupuis, Second by Kelly, RESOLVED: To accept the resignation of Part Time Police Officer Gregory Danio.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4/0

Motion made by Kelly, Second by Dupuis, RESOLVED: To accept the hiring of Part Time Police Officer William Webster.

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4/0

Main Street Pedestrian Improvements:

Sara Ashton from the Community Partnership was in attendance to discuss the Main Street Pedestrian Improvements Grants. Sara updated the Board on the figures and what was available for reimbursement.

Budget:

The Board reviewed the Budget for the 2012-2013 Budget year. The Final total produced a 1.8% Increase for the 2012-2013 year.

Motion to Adjourn by Kelly, Second by Dupuis

Vote: Robertson, aye; Dupuis, aye; Lederer-Barnes, aye; Kelly, aye. Carried: 4/0

Bethany L. Witham, Clerk

VILLAGE HISTORIAN REPORT - APRIL 2012

Records Center Operation:

Continue to re-inventory boxes, sorting the information contained and reboxing to make retrieval of information more accessible. This month, we have...

- Eliminated two boxes by combining similar information.
- Reboxed 4 boxes into smaller boxes thereby saving space
- Lists were made on the contents for 3 boxes and added to the Arrangement and Description Binder.

In addition, the archive has a sizable collection on church history. This collection was transferred to a file cabinet and sorted by church or religion. This eliminated 2 large boxes on shelving.

Research Requests have increased and much time has been spent on researching family history and emailing back the information found.

Records Management Policies and Procedures

The Records Management Policy and Procedures Manual (as recommended by the NYS Archives) is available for anyone wishing to view it.

Public Access: 5 requests received in April

- Phone request on researching family
- Email request on family history
- Local resident came in to research Owlkill Farm
- Phone request on family research
- Email request on family research

Mary Anne McAvoy
Village Historian

Dated April 30, 2012

THE OFFICE OF THE STATE COMPTROLLER OFFERS GOVERNMENTAL ACCOUNTING TRAINING

Whether you're new to the wonderful world of governmental accounting or experienced and ready for more training, here's a chance to:

- ◆ get answers to your governmental accounting questions
- ◆ learn bookkeeping and accounting procedures from the experts
- ◆ improve your skills

Please Note: Preference will be given to local government officials. In addition, the cost of the school may vary depending on the location.

Basic Accounting School (Introduction to Governmental Accounting)

- ◆ This 2½ day school is designed to familiarize you with basic governmental accounting concepts And give you a working knowledge of basic bookkeeping procedures.

Location	Date	Fee- Government Employees	Fee- All Others
Town of Pittsford (Monroe County)	March 20-22, 2012	\$85.00	\$170.00
Town of North Hempstead (Nassau County)	March 27-29, 2012	\$100.00	\$200.00
Town of Clifton Park (Saratoga County)	April 18-20, 2012	\$85.00	\$170.00
SUNY Oneonta (Otsego County)	Sept. 19-21, 2012	\$85.00	\$170.00

Advanced Accounting School (Accounting Principles and Procedures)

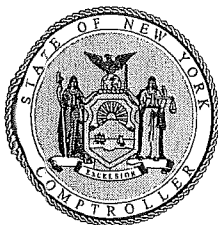
- ◆ This 2 ½ day school covers accounting principles prescribed by GAAP, cash management, purchasing & claims processing, capital assets, reserves, capital projects, interfund transactions, financial reporting requirements, and more.

Location	Date	Fee- Government Employees	Fee- All Others
Town of Geddes (Onondaga County)	April 24-26, 2012	\$85.00	\$170.00
Town of Clifton Park (Saratoga County)	October 3-5, 2012	\$85.00	\$170.00
Town of Pittsford (Monroe County)	October 16-18, 2012	\$85.00	\$170.00
Town of North Hempstead (Nassau County)	November 14-16, 2012	\$100.00	\$200.00

For registration forms, course content and additional information; visit the State Comptroller's website: www.osc.state.ny.us/localgov/training, click on **Instructor Led Courses** and then select the **Basic and/or Advanced Accounting School**. You can also call the Training Unit at (518) 473-0005, Fax: (518) 402-4436 or email: localtraining@osc.state.ny.us.

We hope to see YOU at one of these sessions!





OFFICE OF THE STATE COMPTROLLER

Steven J. Hancox, Deputy Comptroller
Division of Local Government
and School Accountability

Advanced Accounting School (Accounting Principles and Procedures)

To register, please complete the registration form below and return it at **least three weeks** before the class. This will permit sufficient time for you to receive your textbook by mail and to review it before attending. Since payment is required, you must print and mail the registration form with the payment (**Voucher or Purchase Order accepted**). Please remember to check the location you wish to attend. **Registrations are accepted on a first come first served basis and class size is limited to fifty participants.**

Checks should be payable to the **STATE COMPTROLLER** and mailed with this form to:

Office of the State Comptroller
Remittance Control - 110 State St., 2nd Floor - Albany, New York 12236

A registration confirmation letter will be mailed to you along with the textbook and directions to the facility. If you have any questions or require a reasonable accommodation, please contact the Training Unit at (518) 473-0005 or e-mail: **localtraining@osc.state.ny.us**.

Refunds for cancellations will be granted **only** if OSC is notified at least 7 days prior to the class. Cancellations made after the cut-off date may receive credit towards a future class but will not be eligible for a cash refund.

The Office of the State Comptroller reserves the right to cancel a training school if there is not a sufficient number registered within three weeks of the class. In this event, registrations will be refunded.

Official 1		Official 2		
Date:				
Attendee's Name:				
Attendee's Title:				
Address:				
Zip:		Zip:		
Municipality:				
Phone Number:				
Email Address:				
PLEASE CHECK LOCATION YOU WISH TO ATTEND				
Location	County	Date	Fee – Government Employees	Fee – All Others
<input type="checkbox"/> Town of Geddes	Onondaga	April 24-26, 2012	\$85.00	\$170.00
<input type="checkbox"/> Town of Clifton Park	Saratoga	Oct. 3-5, 2012	\$85.00	\$170.00
<input type="checkbox"/> Town of Pittsford	Monroe	Oct. 16-18, 2012	\$85.00	\$170.00
<input type="checkbox"/> Town of North Hempstead	Nassau	Nov. 14-16, 2012	\$100.00	\$200.00

The regular meeting of the Cambridge Public Library Board was held on its postponed date of February 15th at 2:30. Present were Clem Crowe, Sue Mitchell, Bob Odess, Jennifer Baker Porazinski, Mary Lee Weeks and Library Director, Judy Beth Center.

Minutes of the previous meeting were read and approved. The Treasurer's report was given and filed for audit.

The subject of the local authors' bookshelves was discussed. It is being worked on. It is hoped to have the authors autograph their works.

Will Linendoll has been reminded about the surge protector. ASCOW is not responding – but Will will pursue it.

The Board reviewed and revised the Meeting Room Policy. The kitchen facilities section was deleted as not applicable. Clem moved the adoption of the revised policy. Jennifer seconded it. Motion passed.

Bob has accepted a nomination to run for a seat on the SALS Board.

Next on the agenda was a consideration of augmenting the collection in several areas – Foreign Languages with Rosetta Stone and Genealogy with Ancestry.com. We will investigate.

Our next meeting will be March 21st at 2:30.

Respectfully submitted,

A handwritten signature in cursive script that reads "Mary Lee Weeks".

Mary Lee Weeks, Secretary



Office of the New York State Comptroller
Thomas P. DiNapoli
New York State and Local Retirement System
Employees' Retirement System
Police and Fire Retirement System
110 State Street, Albany, New York 12244-0001

Phone: 518-474-1299
Fax: 518-408-4127
E-mail: mkutey@osc.state.ny.us
Web: www.osc.state.ny.us/retire

Mary EllerKutey, Director, Member & Employer Services

April 2, 2012
Location Code: 40145

The Honorable Stephen Robertson
Mayor
Village of Cambridge
56 North Park St
Cambridge, NY 12816

Dear Mayor Robertson:

As part of the examination of the fiscal affairs of the Village of Cambridge conducted by examiners from the Office of the State Comptroller in 2009, various retirement reporting discrepancies were noted. The following issue remains outstanding:

The December 7, 2011 Standard Workday and Reporting Resolution is unacceptable due to the following reasons:

- During a November 8, 2011 telephone conversation with Bethany Witham from the Village and Erin Weber of my staff, it was explained that all paid, elected and appointed officials that are members of the Retirement System must appear on this document. We note that there are a number of officials listed on the Village's website that are currently members of the System yet do not appear on the resolution.
- In the column titled "Standard Workday (Hrs/day) the word "Monday" appears. A day of the week is not an acceptable standard workday. A standard workday is the representation of what the employer considers "full time hours" for the position in question. The standard workday must be between 6-8 hours per day. The establishment of the standard workday is the responsibility of the employer and should reflect what, if the position were full time, would be expected. While we understand many positions are part time in nature, the establishment of a standard workday is required in order to accurately calculate pension service credit. This information was explained in depth during the same conversation referenced above. We have enclosed documents providing examples of how to properly calculate days worked for elected and appointed officials.
- The section titled "Term Begins/Ends" is blank. A complete term date must be listed.
- The section titled "Days/Month (based on record of activities) contains a figure, however, a "Y" appears in the column titled "Participates in Employer's Time Keeping System". If an official participates in the employer's time keeping system (we were previously advised Mr. McCarty began submitting weekly time logs) a record of activities should not be completed, and therefore that column (Days/Month based on Record of Activities) should be left blank.

In addition, the required Affidavit of Posting was not submitted. The resolution is required to be publicly posted for a minimum of thirty days prior to being filed with this Office. We have enclosed a sample for your review.

Please provide a written response by March 28, 2012.

If you have any questions regarding reporting requirements, whether related to the specific points above or to reporting in general, please contact me at (518) 474-0167 or by writing to the address on this letterhead.

Sincerely,

A handwritten signature in cursive script that reads "Mary Ellen Kutey" followed by a circled "ac" in the upper right corner.

Mary Ellen Kutey
Director, Member & Employer Services

MEK/EW/ac
Enc.

Cc: Jeff Leonard, Chief Examiner— Audit Area #5
Ms. Bethany L. Witham



Cambridge Valley Chamber of Commerce

Post Office Box 405 ~ Cambridge, NY 12816 ~ 518-677-0887

Not-for-Profit Member Organization ~ Incorporated December 1997

Visit us at www.cambridgenychamber.com

April 24, 2012

Mayor Steven Robertson
Village of Cambridge
56 North Park Street
Cambridge, New York 12816

Dear Mayor Robertson:

The Cambridge Valley Chamber of Commerce will host its 12th Annual Cambridge Valley Balloon Festival on June 1-3, 2012. We are proud to showcase our beautiful community and Washington County with this spectacular event. It would be our pleasure to have you join us.

The Festival will begin on Friday evening, June 1, at 6:00 p.m. with Opening Ceremonies at the Cambridge Central School on Route 22 in the Village of Cambridge. The first launch is set to take off from the school at approximately 7:00 p.m. We would like to invite you to join other dignitaries and say a few words to the crowd during the ceremony. Please let us know if you will be in attendance so we can call you to the stage.

The Festival will continue on Saturday and Sunday with launches at dawn on both days and at dusk on Saturday. Throughout the weekend there will be a number of community events and activities, all of which you are welcome to attend. A tentative schedule is enclosed. The Festival culminates with the Pilots Breakfast on Sunday, June 3 at 10 a.m. at the Cambridge-Salem Masonic Temple on Route 372. If you are unable to attend Friday night, perhaps the Sunday event could be an alternative. We would be happy to provide you with a complimentary ticket and an opportunity to speak at that event.

We at the Cambridge Valley Chamber of Commerce are very excited about our Balloon Festival and what it means for the economy of Southern Washington County. Each year since its inception, the Festival has grown and attracted more and more people to our corner of the county. We hope you can participate in some way and show your support for this endeavor. If you need additional information, please contact us at 518-677-0887 or at the above address. More details on the festival and related events are available at www.cambridgenychamber.com. Our e-mail address is cambridgechamber@gmail.com.

Thank you for your consideration of our request and we hope you can attend.

Sincerely,

Elizabeth Dillard, President
Cambridge Valley Chamber of Commerce



Festival Schedule of Events

June 1st, 2nd & 3rd, 2012

Event listings subject to change without notice. Visit the Chamber Booths for latest info

Organized by  PO Box 405, Cambridge, NY, 518-677-0887

Friday, June 1

8:30 a.m.

6:00 p.m.

All Evening

Inflation Demonstration for elementary students at Cambridge Central School

Official Opening Ceremonies at Cambridge Central School

Sponsored by TD Bank. Champagne sponsor: Black Dog Wines & Spirits. Music by the Washington County Band

Community Sponsored Events throughout Village (partial list – subject to change)

5-8 p.m. Cambridge Lions Club Balloon Festival Cruise-In (free) – Broad Street, Cambridge

5-10 p.m. Cambridge PTP Balloon Bash at Cambridge School – Vendors 5-9 p.m. Carnival 5-10 p.m.

6-8:30 p.m. Glass & Paper: Landscapes & History Books, Art Opening at Valley Artisans Market, 25 E. Main

7-11 p.m. Cambridge Hotel Block Party, Railroad Park, Broad St.. Live music *Slow Burn*. Call 677-5626.

6:30-7:30 p.m.*

FIRST BALLOON LAUNCH at Cambridge Central School

Sponsors: Ackley & Ross Funeral Home, Baker Insurance Agency Cambridge Guest Home, Country Gals Café, Glens Falls National Bank, O'Hearn's Pharmacy, Paraco Gas, Schoolhouse Pizza, Tinkham Real Estate, The Eagle/LaFlamme's Inc.

7:30-9:00 p.m.

Pre-Fireworks Concert at Cambridge Guest Home Park (Behind IGA)

Live music by Robert Wuagneux. Food concession provided by Schoolhouse Pizza.

9:00-9:30 p.m.

FIREWORKS CELEBRATION at Cambridge Guest Home Park (Behind IGA)

Sponsors: Absolute Auto Credit, Anthem Sports-Tour of the Battenkill, Cambridge Valley Veterinary, Capt. Maxson Post #634, Endee Electric, Leon Barkley Real Estate, Momma's Restaurant, TCT Federal Credit Union

Saturday, June 2

5:30 a.m.*

All Day

SECOND BALLOON LAUNCH at Cambridge Central School

Community Sponsored Events throughout Village (partial list – subject to change)

6:30-1:30 p.m. FREE Pancake Breakfast, St. Luke's Parish House, 4 St. Luke's Place

8 a.m.-3 p.m. Flea Market, St. Luke's Parish House Backyard, 4 St. Luke's Place

9 a.m.-5 p.m. Lacrosse Jamboree, Cambridge Central School. Visit www.cambridgelax.com for details.

9 a.m.-3 p.m. St. Luke's Kid Zone & St. Luke's Prayer Zone, VARAK Park, West Main Street

10 am, 12 & 2 pm Tours of Historic St. Luke's Church, 4 St. Luke's Place

10 a.m.-4 p.m. Open House at Monastic Communities of New Skete, New Skete Lane

10 a.m.-5 p.m. Cambridge U.P. Church Flea Market with Food Vendors, Main & Park Streets

10 a.m.-6 p.m. Antique & Vendor Fair, Rice Mansion Inn, West Main Street

10 a.m.-8 p.m. Cambridge PTP Balloon Bash at Cambridge School – Vendors 10-8 p.m.; Carnival 4-8 p.m.

10 a.m.-3 p.m.

Balloon Festival Auto Show at VARAK Park, West Main & Pearl Streets

Show organized by the Cambridge Valley Lions Club and Cambridge Connects. Call Jim 315-269-5370 to register

Cambridge Lions Club Food Concession ~ Children's Activities by Cambridge Connects

Chamber of Commerce Merchandise and Information Booth on West Main Street side of park

Music during the auto show sponsored by the Cambridge Valley Chamber of Commerce, Garden Shop, Leon Barkley Real Estate, Happy at Home Pet Sitting, Penny Spiezio – Assoc. Broker for Leon Barkley Real Estate

5-9 p.m.

Taste of Cambridge at Cambridge Guest Home Park (Behind IGA)

Enjoy delectable offerings from Cambridge's fine eateries! Music provided by DJ "Happy Days Again"

Sponsored by Adirondack Trust Insurance and Cambridge Valley Machining

6:30-7:30 p.m.*

THIRD BALLOON LAUNCH at Cambridge Central School

9-10 p.m.

MOON GLOW CELEBRATION at Cambridge Guest Home Park (Behind IGA)

Coordinated with music by DJ "Happy Days Again." Glow begins after dark (approx. 9:30 pm)

Sponsored by Alexander's True Value & Just Ask Rental and The Cambridge Guest Home

Sunday, June 3

5:30 a.m.*

10 a.m.

All Day

FOURTH BALLOON LAUNCH at Cambridge Central School

Pilots Breakfast, Masonic Temple, Route 372, Coila. Call 677-0887 to reserve tickets.

Breakfast Buffet. Autograph session with pilots. Sponsored by A&M Printers.

Community Sponsored Events

8:00-11 a.m. American Legion Breakfast Buffet, Legion Post, Rt. 22, Cambridge

10 a.m.-2 p.m. Cambridge Village Farmers Market, Freight Yard behind Hubbard Hall, East Main St.

* All balloon launch times are approximate.

Events listed are as of April 23, 2012

Launches may be canceled due to inclement weather or winds. Most other events are rain or shine.

Be sure to pick up a FREE commemorative program – sponsored by Glens Falls Hospital & Southwestern Vermont Medical Center

April 19, 2012

To The Village of Cambridge Board:

At the April 17, 2012 village meeting the following concerns of the Library Board and the Library Director were discussed and adopted for the fiscal year of 2012-2013:

An increase in the Library's oil budget was made from \$4,200.00 to \$7,200.00

An increase in the electricity budget was made from \$4300.00 to \$5,500.00

The amount of \$25,000.00 will be designated for the Library account from the Village.

A two percent salary increase for Library employees

The Library Director agreed to have the computers not controlled by the Southern Adirondack Library System shut down each night to help control the rising electricity costs.

The Library Board will look into obtaining a construction grant to install more energy efficient windows.

Sincerely,

Judy B. Center
Library Director

Sue Mitchell
Board President

News

FOR IMMEDIATE RELEASE

April 27, 2012

NATIONAL GRID RATE PLAN BUILDS ON RECENT ELECTRIC BILL DECREASE; PROPOSES STABLE ELECTRIC AND GAS DELIVERY RATES INTO 2014

New Plan Would Enable National Grid to Continue Investment In Local Communities, Infrastructure

- **Plan includes second electric delivery rate decrease in 15 months**
- **Modest natural gas delivery rate increase proposed**
- **Proposes increases in low-income funding, economic development programs**

April 27, 2012 – National Grid electric and gas customers in upstate New York would see stable energy delivery rates into 2014 as part of a proposal submitted today to the New York State Public Service Commission (PSC). The proposal continues and expands electric delivery cost decreases started earlier this year.

"Our goal has been to keep customer bills stable, while also continuing to invest in our energy infrastructure to further improve reliability and expand our support for the economic growth and vitality of the local communities we serve," said Ken Daly, National Grid president for New York. "Today's filing is the culmination of months of listening to our customers, regulators and policy makers to develop the way forward for our upstate New York customers that will provide safe, reliable energy and keep bills stable."

Under National Grid's proposal, which is subject to full PSC review, the company is requesting an electric delivery rate increase of approximately \$131 million beginning next year. This would be more than offset by approximately \$190 million that will be removed from rates as past costs are retired, resulting in an overall reduction in electric revenues of approximately \$59 million.

This results in a net decrease for most electric customer classes and represents a total bill decrease of 2.1 percent for the typical residential customer, about \$1.74 per month. Customers have already seen a delivery rate reduction that began this past January, including an average reduction of about 11 percent for residential customers.

(more)

National Grid Rate Plan Proposes Bill Stability / Page 2.

The company also is requesting an increase of approximately \$40 million for its natural gas delivery business, which would be partially offset by a decrease in deferral recovery of \$29 million. This results in a modest increase of less than \$11 million in gas revenues, and represents a total bill increase of 2.3 percent for the typical residential gas heating customer, or about \$1.88 a month. Delivery rates for gas service were last adjusted in 2010.

IMPACT OF PROPOSAL

The charts below illustrate the impact of the bill reductions that took effect this year, and the proposed changes that would take effect April 1, 2013, if approved, assuming equal usage on both a delivery bill and total bill basis:

Delivery Bill	Electric		Gas	
	Jan. 2012	Apr. 2013	Jan. 2012	Apr. 2013
Residential	down 11%	down 3.2%	n/a	up 2.7 %
Small commercial/ industrial	down 9-21%	down 6.1%	n/a	up 0.5 %
Large commercial/ industrial	down 39-44%	down 5.0%	n/a	up 3.6%

Total Bill	Electric		Gas	
	Jan. 2012	Apr. 2013	Jan. 2012	Apr. 2013
Residential	down 6%	down 2.1%	n/a	up 2.3 %
Small commercial/ industrial	down 4-11%	down 3.3%	n/a	up 0.8 %
Large commercial/ industrial	down 13-23%	down 2.0%	n/a	up 3.6%

National Grid's rate proposal affects primarily the delivery rates for both electric and natural gas service. The Company is proposing to update the merchant function charges included in commodity portion of the bill. This charge reflects the costs incurred to purchase electricity and natural gas for customers. The cost of the actual energy delivered – electricity and natural gas – will vary by market prices and are passed along to National Grid customers without markup. Changes in commodity prices will play a role in affecting overall customer bills in the future.

In the filing National Grid also commits to:

- **Increase assistance for qualifying low-income natural gas customers** through support program enhancements.

(more)

National Grid Rate Plan Proposes Bill Stability / Page 3.

- **Enhance economic development opportunities for commercial customers** to spur growth and employment in our communities, including the development of programs for natural gas customers that are modeled on the company's very successful electric programs.
- **Increase efforts to educate customers** on electric and gas safety, storm preparedness, and understanding and managing their bills, including increased social media outreach.
- **Expand alternative fuel opportunity** with funding that will allow additional compressed natural gas (CNG) and electric fueling stations to be installed across upstate New York.
- **Paperless billing option**, in which customers who elect to receive their bills electronically would receive a credit that represents the cost to produce a paper bill versus an electronic bill.

As part of the filing, National Grid expects to continue its extensive investment in the safety and reliability of its electric and natural gas distribution systems in upstate New York. Continuing this investment in infrastructure upgrades and new technologies will help meet customer needs and help customers manage their energy costs.

The proposal would enable National Grid to investigate expansion of natural gas service in upstate New York to enable customers to take advantage of historically low natural gas commodity costs that have remained stable for the past several years.

"We know that our ability to deliver energy safely and reliably to our customers is a major factor in the continued growth of our upstate economies. This plan will help us to continue to play a major role in the economic revitalization of upstate New York," said Daly.

National Grid (LSE: NG; NYSE:NGG) is an electricity and gas company that connects consumers to energy sources through its networks. The company is at the heart of one of the greatest challenges facing our society - to create new, sustainable energy solutions for the future and developing an energy system that underpins economic prosperity in the 21st century. National Grid holds a vital position at the center of the energy system and it 'joins everything up'.

In the northeast US, we connect more than seven million gas and electric customers to vital energy sources, essential for our modern lifestyles. In Great Britain, we run the gas and electricity systems that our society is built on, delivering gas and electricity across the country.

National Grid delivers electricity to approximately 3.3 million customers in Massachusetts, New Hampshire, New York and Rhode Island. It manages the electricity network on Long Island under an agreement with the Long Island Power Authority (LIPA), and owns over 4,000 megawatts of contracted electricity generation, providing power to over one million LIPA customers. It is the largest distributor of natural gas in northeastern U.S., serving approximately 3.4 million customers in New York, Massachusetts, New Hampshire and Rhode Island.

For more information please visit our website: www.nationalgridus.com
Follow us on Twitter at @nationalgridus, watch us on [You Tube](#), friend us on [Facebook](#)

###

National Grid Proposes Stable Bills, Infrastructure Investment and Local Community Support in Upstate New York Rate Plan

National Grid has submitted a new electric and natural gas rate plan for upstate New York customers with the New York State Public Service Commission. The plan includes:

- **Stable energy delivery rates, including second electric rate decrease in 15 months**
- **Continued investment in electric and gas networks to minimize outages**
- **Increased economic development grants for local businesses, support for low-income customers**

The results of this investment directly benefit customers through improved reliability, strong storm response and community support through business development grants and other programs.

If Approved:

- Electric bills decrease for most residential and business customers starting April 1, 2013.
- Typical residential electric bill drops \$1.74 per month.
- Follows electric rate reductions that began last January of about \$7 per month.
- A modest natural gas rate increase of \$1.88 per month for the typical residential gas heating customer.
- Continues bill stability into 2014.
- Increased assistance for low-income natural gas customers.
- Enhanced economic development grants for commercial customers.
- Proposed funding for alternative fuel stations.
- Increase customer education on electric and gas safety, storm preparedness, and managing energy bills